Guidelines for granting applications from the Open Access publication fund at the University of Bergen

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The main principles are that the publication must be made available Open Access immediately after publication (without embargo) with permanent access. The author keeps copyright to the publication, but gives users the right to read, download, copy, distribute, print, search in or link to the full-text without compensation.

The publication must be approved on level 1 or 2 in the Norwegian register of scientific journals, series and publishers. Only corresponding authors affiliated to UoB as employees, PhD-candidates or master students can apply for funding from the budget.

Applications are granted on the basis of the following guidelines:

1. Support is given to author payment in Open Access journals and traditional journals that offer hybrid Open Access. To be defined as an Open Access journal the journal must be registered in the Directory of Open Access Journals (DOAJ) or documented as registered. Hybrid-publishing implies that individual articles in traditional journals are paid in order to be Open Access.

2. The journal must have clear and transparent guidelines for Open Access and Article Processing Charges (APC). This information should be available on the publisher’s website.

3. The publication must be available Open Access on the publisher’s website from the moment it is published. The publication must be clearly marked with the correct license and copyright information, with a clear statement that it is available Open Access. It must be possible to self-archive the article in Bergen Open Research Archive (BORA).

4. The fund is meant to support Author Processing Charges (APC) for scientific journal articles. However, it is also possible to apply for funding of other scientific publications, like books, if there exists Open Access publication channels of high quality.

5. The publication must be approved on level 1 or 2 in the Norwegian register of scientific journals, series and publishers (DBH), or documented as registered. The publication has to be peer reviewed.

6. Support is only given to cover APC for scientific publications that are published Open Access. Only publications that are accepted for publication can receive funding. Support is not given to articles that are submitted, but not accepted, or articles that are already published. No support is given to cover other publishing expenses (color print, illustrations, large size documents, etc.). The whole of the APC is covered.

7. The corresponding author of the given publication must be affiliated UoB as an employee, PhD-candidate or master student, and the University of Bergen must be credited on the
publications statement of institutional affiliation. Support is given independently of degree of employment. Master students must attach a written letter of approval from their supervisor/project leader at UoB.

8. Applications are granted under the condition that payment is done in accordance with our routines. The invoice must use the address that is given in the approval letter from The University Library. As an alternative the author can pay with his/her own credit card and get the money refunded afterwards. The authors of articles published by BioMed Central (BMC), SpringerOpen or Chemistry Central should ensure that the 15 % reduction in price is given in accordance with the University Library membership agreement with these publishers.

9. Support is given to cover APC independent of external funding. However, external projects should cover the expenses by incorporating them into applications for funding when possible.

10. The work must be made available with a Creative Commons license. Such a license gives the possibility for extended re-use of the publication. The author keeps copyright to the publication.

11. The publication must be registered and uploaded in the Norwegian system for documenting research results, information and academic activities (CRIStin). When uploaded the publication will be made available in the University of Bergen online institutional repository, Bergen Open Research Archive (BORA). Uploading the publication to BORA should coincide with the publishing date. BMC, Chemistry Central and SpringerOpen articles are automatically transferred to BORA. Authors that do not have access to CRIStin should send the published version to bora@uib.no for self-archiving.

12. The University Library can, in well-founded individual cases, grant support even though not all the requirements are met.

13. The University Library can alter these guidelines without prior notice, but without any retroactive effect for applications that have already been processed.